

Section A: Information at a glance reference guides.

The six public agencies represented in this chart are separate and distinct legal entities. Each is responsible for providing specific public services within Montgomery County.

AGENCY	TYPE OF AGENCY	FUNCTION	PROCUREMENTS
Part: 1 - A Guide to Identifying Public Agencies			
Maryland National Park and Planning Commission (M-NPPC)	State Agency under the direction of a Bi-County Board of Commissioners	Responsible for preparing and maintaining a master plan for the physical development of the MD-Wash.-DC Regional District comprising parts of Montgomery and Prince George's Counties	Materials, Equipment, Professional Services and Non-professional Services and Construction under M-NCPPC Procurement Regulations.
Montgomery College (MCC)	Chartered Community College, under the direction of Board of Trustees	Responsible for the procurement operations of Montgomery College Campuses and sites	Materials, Equipment Professional Services or Non-professional Services and Construction under Montgomery College Procurement Regulations and State law.
Montgomery County MD (MCG)	County Government under the direction of elected County Executive & nine County Council members	Responsible for providing the following public svs: Corrections, Economic Development, Election Board, Environment, Finance, Fire & Rescue, Health, Housing Development, Libraries, Licensing, Liquor control, Police, Recreation, Sheriff, Street & Roads, Social Service Soil Conservation, Transportation, Voter Registration, Waste Treatment, Zoning.	Materials, Equipment Professional Services and Non-professional Services and Construction under Montgomery County Procurement Regulations.
Montgomery County Housing Opportunities Commission (HOC)	Public Housing Authority under the direction of seven appointed Commissioners	Responsible for the operation of publicly assisted housing	Materials, Equipment Professional Services and Non-professional Services and Construction. Procurement Director subject to Federal Guidelines and HOC Procurement Regulations
Montgomery County Public Schools (MCPS)	Public School System under the direction of eight publicly elected school Board Members	Responsible for the operation of all Public Schools in Montgomery County	Materials, Equipment Professional Services and Non-professional Services and Construction subject to Maryland State Law and MCPS Procurement Regulations.
Washington Suburban Sanitary Commission (WSSC)	State Agency under the direction of Bi-Agency Board of Commissioners	Responsible for providing water and wastewater services to Montgomery and Prince George's Counties	Materials, Equipment, Professional Services and Non-professional Services and Construction. Procurement authority is divided between two departments - Contract Technical Services Section (CTSS) which purchases nearly all construction and engineering-related services. The Procurement Division is responsible for purchasing a wide array of goods and services and is headed by the Procurement Director

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Part: 2 Key Telephone Numbers To Call To For Information					
Address	255 Rockville Pike, Suite 180, Rockville, MD 20850	10400 Detric Avenue, Kensington, MD 20895	900 Hungerford Drive, Suite 110, Rockville, MD, 20850	850 Hungerford Drive, Rockville, Mad 20850	14501 Switzer Lane, Laurel, Mad 20707
Business Hours	8:00am to 4:30 pm	8:30 a.m. to 5:00 p.m.	8:30 a.m. to 5:00 p.m.	7:30am to 4:30pm	8:15am to 5:00pm
Vendor Application Information	240-777-9900	240-773-9345	240-567-5292	301-279-3555	301-206-8288
Bid/Proposal Information	240-777-9900	240-773-9345	240-567-5292	301-279-3555	301-206-8288
MFD/MBE Certification	240/777-9912	301-929-2361	240-567-5292	301-279-3097	301-206-8142
Director / Chief	240/777-9900	301-929-2361	240-567-5292	301-251-2654	301-206-8299
Fax Number	240/777-9952	301-949-1286	240-567-6397	301-279-3173	301-206-8290
Office of Economic Development	240-777-2000	240-777-2000	240-777-2000	240-777-2000	240-777-2000

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Part: 3 Guide to Public Agency Insurance Requirements					
Workers Compensation for contractors with employees Bodily Injury by:	See Below <i>(may vary per solicitation/contract)</i>	See Below	See Below	See Below	See Below
Accident (each)	\$100,000.00 : 50 to 1,000 Employees Accident	\$100,000.00 : 50 to 1,000 Employees Accident	\$100,000	\$ 100,000.00	\$100,000.00 Statutory Limits of State in which work is to be performed
Disease (policy limits)	\$500,000.00 : 50 to 1,000 Employees Accident	\$500,000.00 : 50 to 1,000 Employees Accident	\$500,000	\$ 500,000.00	\$100,000.00 Statutory Limits of State in which work is to be performed
Disease (each employee)	\$100,000.00 : 50 to 1,000 Employees Accident	\$100,000.00 : 50 to 1,000 Employees Accident	\$100,000	\$ 100,000.00	\$100,000.00 Statutory Limits of State in which work is to be performed
Commercial General Liability minimum combined single limit for bodily injury and property damage per occurrence including contractual liability, premises and operations, and independent contractors	Up to 50 Employees \$300,000. Up to 100 Employees \$500,000.00 Up to 1,000 Employees \$1,000,000.00	\$ 300,000.00	\$ 300,000.00	Property Damage \$100,000.00 Bodily Injury \$100,000.00 Legislative	Bodily Injury \$500,000.00 each occurrence Property Damage \$100,000.00 each occurrence
Blanket contractual					Coverage Bodily Injury \$500,000.00 each occurrence Property Damage \$100,000.00 each occurrence.
Independent Contractor Coverage					Bodily Injury \$500,000.00 each occurrence Property Damage \$100,000.00 each occurrence
Products and Completed Operations Coverage					\$500,000.00 aggregate combined limit applicable to bodily injury & property Damage
Personal Injury Coverage					\$500,000.00 aggregate
Minimum Vehicle Liability (including owned, hired and non-owned vehicles)					
Bodily injury 50 Employees				\$ 100,000.00	
Each person	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00		\$ 250,000.00
Each occurrence	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00		\$ 500,000.00
Bodily injury 100 Employees				\$ 100,000.00	
Each person	\$ 250,000.00	\$ 250,000.00	Same as above		\$ 250,000.00
Each occurrence	\$ 500,000.00	\$ 500,000.00	Same as above		\$ 500,000.00
Bodily injury 1000 Employees				\$ 100,000.00	
Each person	\$ 500,000.00	\$ 500,000.00	Same as above		\$ 250,000.00
Each occurrence	\$ 1,000,000.00	\$ 1,000,000.00	Same as above		\$ 500,000.00
Property Damage, Each occurrence	\$300,000.00 50 to 1,000 Employees Accident	\$ 300,000.00	\$ 300,000.00	\$ 100,000.00	\$ 100,000.00
Excess Liability				\$ 10,000,000.00	(umbrella) \$1,000,000.00 each occurrence
Professional Liability for errors, omissions and negligent acts, per claim and aggregate, with one year discovery period and maximum deductible of \$25,000.00	Up to 50 Employees \$250,000. Up to 100 Employees \$500,000.00 Up to 1,000 Employees \$1,000,000.00	Up to 50 Employees \$250,000. Up to 100 Employees \$500,000.00 Up to 1,000 Employees \$1,000,000.00		\$ 500,000.00	
Broad Form Property Damage Coverage					\$100,000.00 each facility
Pollution Hazard Coverage					\$500,000.00 per occurrence
Policy Holder	MCG	HOC	MCC	MCPS	WSSC

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Part: 4 Public Agency MFD Certification Recognition					
MFD/MBE PROGRAM	RECOGNIZES the following: State of Maryland DOT (MDOT)		RECOGNIZES the following: MCG Certifications State of Maryland DOT(MDOT) Certifications Will accept verifiable MFD/MBE Certifications from other jurisdictions		
MFD/MBE Certification Information	240/777-9912		240-567-5292		
Fax Number	240/777-9952		240-567-6397		